



*Office of Laboratory Licensure,
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Jane Dee Hull, Governor
James R. Allen, MD, MPH, Director

DATE: February 05, 1999
TO: Laboratory Director and QA Manager
FROM: Dr. Barbara J. Erickson, Ph.D., Bureau Chief
SUBJECT: Information Update #54
RE: Information on proficiency testing.
NOTE: If any problems occur with this web site, please call 1-800-952-0374 or (602) 255-3454 extension 205, 221 or 222. Thank You.

1. Arizona's New Proficiency Evaluation Policy and Schedule:

All laboratories licensed by our Office will be required to perform Proficiency Evaluations (PE) according to the following schedule, unless the laboratory has already run the appropriate PE after January 01, 1999:

By March 1, 1999: All laboratories must contract with any PE provider to order a WS and/or WP substitute PE study equivalent to the one the laboratory was running under the EPA program. After NIST has certified PE providers, only those specific providers can be used.

By April 1, 1999: All laboratories must run these WS/WP equivalent PE samples.

By May 1, 1999: All laboratories must report the results to the PE provider and have a copy of the acceptable or unacceptable results sent by the provider to our Office.

All PEs under this new policy shall be performed under the same conditions as the past programs, e.g. PE samples run the same way as regular samples.

Any laboratory that misses a certain analyte on this round of PEs will be required to rerun that analyte in a PE during the remainder calendar year of 1999. At this time a laboratory will only be required to run and pass one WS and/or WP (if a lab was performing both, then both are still required) per year. Any modification of this policy will be sent out in a later Information Update.

Specific full-volume PE samples may still be used by the Office when a laboratory is trying to bring on a new method or the laboratory may have been found to have had a potential problem as determined by an on-site audit.

Exceptions:

PE samples that fit the above criteria that have been performed for other States are acceptable as long as they have been performed after January 01, 1999.

If a laboratory was not doing a WS or WP PE (e.g. microbiology) and a PE sample was or is not available, then that laboratory need not perform a PE sample at this time.

2. Records retention and Y2K

Pursuant to A.A.C. R9-14-615.A, "Records and reports required to be maintained by this Article shall be available for inspection and copying during normal business hours by representatives of the Department." These records must be available for the past 5 years. If records and reports are stored electronically, they must be available after January 01, 2000. The Y2K computer glitch cannot be used as an excuse to circumvent this regulation. Labs must come into Y2K compliance ASAP **so that the laboratory will not face potential fines pursuant to this regulation.**

3. **PLEASE NOTE:** The following two policies were generated by the Arizona Department of Environmental Quality (ADEQ). These are NOT ADHS policies. For the routine audit process by the ADHS consultants, adherence to the following policies will not be required. ADEQ requested ADHS to include the following information in this Update:

"ADEQ QA/QC Unit has created two substantive policies that will affect how data submitted to ADEQ for compliance purposes shall be interpreted. These policies are:

0154.000 'Addressing Spike and Surrogate Recovery As They Relate To Matrix Effects In Water, Air, Sludge and Soil Matrices', and

0155.000 'Analytical Methods Having Provisions For A One-Point Calibration And Continuing Calibration Verification Constraints Policy'

Both of the above policies were designed to provide alternatives to laboratories when the method established QC criteria have not or can not be achieved. These policies are optional and are intended to provide time and money saving options to the laboratory if method specific QC acceptance criteria are not achieved and therefore enable a laboratory to submit results to ADEQ that can be considered suitable for compliance purposes. If a laboratory chooses to comply with the policies and include the extra QC as established in the policies, then laboratory resources can be saved by avoiding the unnecessary re-extraction and/or "re-running" of samples as may be required by the method. To avoid missing the holding times and resampling events because of insufficient sample left for reanalysis are but two examples of the benefits offered by these policies.

Both of these policies were developed after extensive consulting with EPA and although they have already been approved by the ADEQ Director, after having been examined by the Policy Review Committee and the Agency's legal review, they are strictly optional. If a laboratory elects not to adhere to the policies, ADEQ will default to reviewing flagged data using the QC criteria as required by the analytical method.

If you have any specific questions on the above policies, please call Kenyon Carlson @ (602) 207-4866. The copies of the above policies can be found at www.adeq.state.az.us.

4. ADHS is planning a two-day workshop on "An Overview of Environmental Regulations & Methods", on April 6 & 7, 1999, in Phoenix. This is a very basic overview of the various EPA regulations and laboratory methods. This workshop is designed for the participants to become familiar with the various federal regulations and compliance methods. This workshop is designed to introduce the following topics to the participants: Various regulatory programs, EPA Methods, Laboratory Quality Control and instrumentation, Description of some of the common EPA methods, Description of instrumental detectors, Field quality assurance and Introduction to PBMS. This workshop is applicable to environmental consultants, engineers, entry level lab technicians and analysts and sales representatives. This is being presented by Roy-Keith Smith, Ph.D, Analytical Services, Inc., 110 Technology Parkway, Norcross, GA 30093. Please fax your registration form to our office before 2/19/99, to give us enough time to prepare for the workshop.

Registration fee for the workshop is \$125.00, includes lectures and printed materials. Class size is limited to 60. Preference will be given to applications with the earliest postmarks.

TO REGISTER:

1. Complete registration form
2. Make checks payable to ADHS
3. Mail or fax registration, mail checks to:

Cristy Finan/Training
3443 North Central Suite 810
Phoenix, Arizona 85012-2204
Phone: (602) 255-3454 ext 208
FAX: (602) 255-1070

5. If you have any questions regarding the Updates, or if you have any technical questions that need clarification, please call or send [e-mail](#) to Prabha Acharya, Program Manager, Technical Resources and Training at the Laboratory Licensure. A [table of contents](#) to all the Information Updates published is also available.

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